

Borough Council of
**King's Lynn &
West Norfolk**



CABINET

Agenda

TUESDAY, 14 JANUARY 2014
at 5.30pm

in the

**Committee Suite
King's Court
Chapel Street
King's Lynn
PE30 1EX**



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Borough Council of
**King's Lynn &
West Norfolk**



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CABINET AGENDA

DATE: CABINET –TUESDAY, 14 JANUARY 2014

VENUE: COMMITTEE SUITE, KING'S COURT, CHAPEL STREET, KING'S LYNN

TIME: 5.30 pm

There are no items to be considered in private as required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

1. MINUTES

To approve the Minutes of the Meeting held on 4 December 2013.

2. APOLOGIES

To receive apologies for absence.

3. URGENT BUSINESS

To consider any business, which by reason of special circumstances, the Chairman proposes to accept, under Section 100(b)(4)(b) of the Local Government Act 1972.

4. DECLARATION OF INTEREST

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of

Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

5. CHAIRMAN'S CORRESPONDENCE

To receive any Chairman's correspondence.

6. MEMBERS PRESENT PURSUANT TO STANDING ORDER 34

To note the names of any Councillors who wish to address the meeting under Standing Order 34.

7. CALLED IN MATTERS

To report on any Cabinet decisions called in.

8. FORWARD DECISIONS LIST

A copy of the Forward Decisions List is attached (Page 4)

9. MATTERS REFERRED TO CABINET FROM OTHER COUNCIL BODIES

To receive any comments and recommendations from other Council bodies which meet after the dispatch of this agenda. Copies of any comments made will be circulated as soon as they are available.

- Resources and Performance Panel and Audit Committee – 7 January 2014
- Regeneration, Environment and Community Panel – 8 January 2014

10. REPORTS

1 St Margaret's Townscape Heritage Initiative (Page 7)

In October 2012, the Borough Council submitted a stage 1 bid for £1m grant of Heritage Lottery Fund's Townscape Heritage Initiative (THI). The stage 1 bid was approved in April 2013 and the Council has been invited to submit a stage 2 bid by 10 February 2014. The stage 2 bid requires confirmation of all match funding required under the scheme, which is £1m. The Borough Council has already approved £500,000 as match funding.

2 Proposed Access Road between Edward Benefer Way and Lynnsport (Page 12)

This report considers the options available to develop the proposal for the proposed access road between Edward Benefer Way (EBW) and Lynnsport, giving access to the Councils housing land at Marsh Lane and Lynnsport, to a position whereby detailed costings are in place, a full business case is completed and where planning approval has been granted; which can form the basis of funding applications.

3 Coastal Concordat for England (page 18)

The Coastal Concordat is an agreement between the Department for Environment, Food and Rural Affairs, the Department for Transport, Department for Communities and Local Government, the Marine Management Organisation, the Environment Agency, Natural England, the Local Government Association's Coastal Special Interest Group, representing authorities in estuarine and coastal areas, and National Parks England. The coastal concordat sets out key principles for coordinating the consenting process for coastal development in England.

4 Hackney Carriage Stands, King's Lynn (page 23)

Following the refurbishment of the Tuesday Market Place a new hackney carriage stand has been created which needs to be adopted. At the same time, a review of the hackney stands on Norfolk Street and Blackfriars Street has been completed resulting in changes which also need to be adopted by the Borough Council.

5 Budget Monitoring 2013/14 (page 29)

This report updates the 2013/2014 revenue estimates and the projections for 2014 to 2016. These figures will form the base on which the new Financial Plan 2013/2017 will be formulated for Council Tax setting purposes in February 2014.

To: Members of the Cabinet

Councillors N J Daubney (Chairman), A Beales, Lord Howard, A Lawrence, B Long, Mrs E A Nockolds, D Pope and Mrs V Spikings.

Cabinet Scrutiny Committee

For further information, please contact:

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Democratic Services Manager,
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King's Court, Chapel Street,
King's Lynn PE30 1EX
Telephone: (01553) 616327 Email: sam.winter@west-norfolk.gov.uk

FORWARD DECISIONS LIST

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
14 January 2014	Town Heritage Initiative		Key	Council	Regeneration Chief Executive		Public
	Costal Concordat for England	Invitation for Cabinet to sign up to the Coastal Concordat	Non	Cabinet	Development Exec Dir – G Hall		Public
	Hackney Carriage Stands, King's Lynn	Review of the stands in King's Lynn	Non	Cabinet	Community Exec Dir – G Hall		Public
	Budget 2013/2014 - Monitoring		Non	Cabinet	Leader Deputy Chief Executive		Public
	New road between Edward Benefer Way and Lynnsport		Non	Council	Regeneration Chief Executive		Public

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
4 February 2014	HLF Town Hall development bid		Key	Cabinet	Health and Well Being Exec Director – C Bamfield		Public
	Saturday Market Place		Key	Council	Regeneration Exec Director – C Bamfield		Public
	Destination Management Plan		Non	Cabinet	Assets Chief Executive		Public
	Update to Freedom of	Update of the	Non	Council	Leader		Public

	Information and Data Protection Policies	Council's Freedom of Information and Data Protection Policies			Deputy Chief Executive		
	NORA Joint Venture Housing Company	Consideration of the use of the Council's assets to invest in residential property.	Key	Council	Resources Deputy Chief Executive		Public
	Procurement Review	Outcome of the procurement tendering exercise	Key	Council	Procurement Chief Executive		Private - Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	Capital Programme 2013-17		Key	Council			Public
	Cost Sharing Group	Sets out a proposal to establish a cost sharing group	Non	Cabinet	Leader Chief Executive		Public

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
4 March 2014	St Margaret's Conservation Area Appraisal and Management Plan	Report to link with the Townscape Heritage Initiative	Key	Council	Regeneration Chief Executive.		Public
	Report of the Mart Task Group	Proposals for the 2014 Mart and future arrangements	Non	Council	Health & Wellbeing Exec Director – C Bamfield		Public
	Greater Cambridge Greater Peterborough and New Anglia Local Enterprise Partnerships Strategic Economic Plans and the West Norfolk Strategic Economic and Infrastructure Investment Plan		Key	Council	Chief Executive Regeneration		Public

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary / Operational	Be entirely within Cabinet's powers to decide	NO	
		Need to be recommendations to Council	YES	
		Is it a Key Decision	YES	
Lead Member: Cllr Alistair Beales E-mail: cllr.alistair.beales@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr Nick Daubney		
Lead Officer: Ostap Paparega E-mail: Ostap.paparega@west-norfolk.gov.uk Direct Dial:01553 616890		Other Officers consulted: Ray Harding Dave Thomason		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications NO	Equal Impact Assessment YES: Pre-screening	Risk Management Implications YES

Date of meeting: 14 January 2014

1 ST MARGARET'S TOWNSCAPE HERITAGE INITIATIVE

Summary

In October 2012, the Borough Council submitted a stage 1 bid for £1m grant of Heritage Lottery Fund's Townscape Heritage Initiative (THI). The stage 1 bid was approved in April 2013 and the Council has been invited to submit a stage 2 bid by 10 February 2014. The stage 2 bid requires confirmation of all match funding required under the scheme, which is £1m. The Borough Council has already approved £500,000 as match funding.

Recommendation

That Cabinet approves the allocation of £100,000 per annum over the five year project lifetime from the additional second homes monies, which are allocated to West Norfolk by Norfolk County Council.

Reason for Decision

To enable the THI scheme to obtain final approval at the stage 2 bid. The scheme will deliver significant regeneration and economic development outputs in line with the Council's main priorities as stated in the Corporate Business Plan.

Background

1.0 The THI scheme is a heritage led regeneration programme that will tackle empty and derelict buildings and properties in need of repair in St Margaret's Conservation Area. The eligible area sits within the southern end of the High Street, Saturday Market Place and St James Street and Tower Street (Appendix).

2.0 The scheme aims to bring back into use empty properties, enhance the character and appearance of the conservation area and promote the heritage of King's Lynn to residents, businesses and visitors.

Economic Uplift

3.0 The scheme will deliver significant heritage and economic regeneration outputs as summarised below.

4.0 The economic benefits to the area generated by the THI scheme will be from the direct investment from the scheme as well as the wider economic uplift this investment will stimulate.

5.0 A survey of businesses in the THI area was recently undertaken. Of the 77 businesses in the area 60 responded to the survey, a response rate of 78%. Between them the businesses employ in excess of 275 people as well as 43 volunteers.

6.0 The businesses were asked how they thought the improvements to the area, including bringing properties back into use, would affect their business. The vast majority (84%) expect the benefits from the scheme would lead to either considerable or noticeable improvements to the performance of their business.

Impact of the THI scheme on Business Performance	Survey Response	
	Number	Percentage
Considerable improvement	21	38%
Noticeable improvement	26	46%
Small improvement	5	9%
No improvement	4	7%

7.0 Improvements to the business performance in the area will safeguard upwards of 250 jobs and generate the potential to creating further jobs. In addition there are currently some 2,250 sq metres of vacant commercial floorspace in the area. By bringing this space back into use there is the potential to create in the order of 285 new jobs - 125 jobs in the vacant properties and a further 160 jobs elsewhere in the local economy.

Jobs created and safeguarded	
New jobs in vacant commercial properties	125
New jobs in the local economy	160
Safeguarded jobs	250
Total	535

8.0 The planned works on the properties in the THI area will generate £716,550 of construction and associated works which equates to 910 man weeks or 17.5 full time jobs for 1 year.

Options Considered

9.0 The options considered were:

- i. **Seek funding directly from NCC.**
Officers have been in discussion with officers at NCC concerning the request from the Borough Council to the County Council for a matching contribution either directly or through the Norfolk Infrastructure Fund for well over twelve months. It has not proved possible to bring these discussions to a satisfactory conclusion in the time available.
- ii. **Fund from Borough Council Capital Programme**
There is considerable pressure on the Borough Council's Capital Programme with a number of high priority projects progressing simultaneously at a time when there has been a slowdown in the level of capital receipts generated linked to the wider economic situation.
- iii. **Fund from Additional Second Homes Receipts**
The level of second homes funding available to the Borough Council from the NCC share increased from circa £600,000 to circa £800,000 following the introduction of Council Tax Technical Changes in the current year. In 2013/14 the additional funding has enabled the road widening works to proceed adjacent to the QE Hospital. There is capacity in future years to allocate £100,000 per year to co-fund the THI project. This is the recommended option.

Policy Implications

10.0 The Borough Council has to prepare and adopt a conservation area character appraisal and a conservation area management plan. Both documents are key elements of the Stage 2 bid.

Financial Implications

11.0 There is sufficient headroom in the Second Homes budget to accommodate this level of contribution.

Personnel Implications

12.0 The HLF requires that a full-time THI Project Officer is appointed to manage the delivery of the five-year scheme. The cost of this post will be covered by the scheme's Common Fund (the scheme's budget). The recruitment of this post will be subject to the usual Council recruitment policy and procedures.

Statutory Considerations

13.0 The Borough Council has a statutory duty of care to protect the conservation of listed buildings and ancient monuments.

Equality Impact Assessment (EIA)

(Pre screening report template attached)

None

Risk Management Implications

14.0 The principle risk is that if the funding cannot be identified and confirmed prior to the submission of the stage 2 proposal that approval will not be granted by the HLF, the benefits of the project will be lost to the fragile economy of this area of King's Lynn and the reputation of the Borough Council may be damaged with respect to further HLF applications, including that for the Town Hall. The proposal contained in this report addresses this risk.

Declarations of Interest / Dispensations Granted

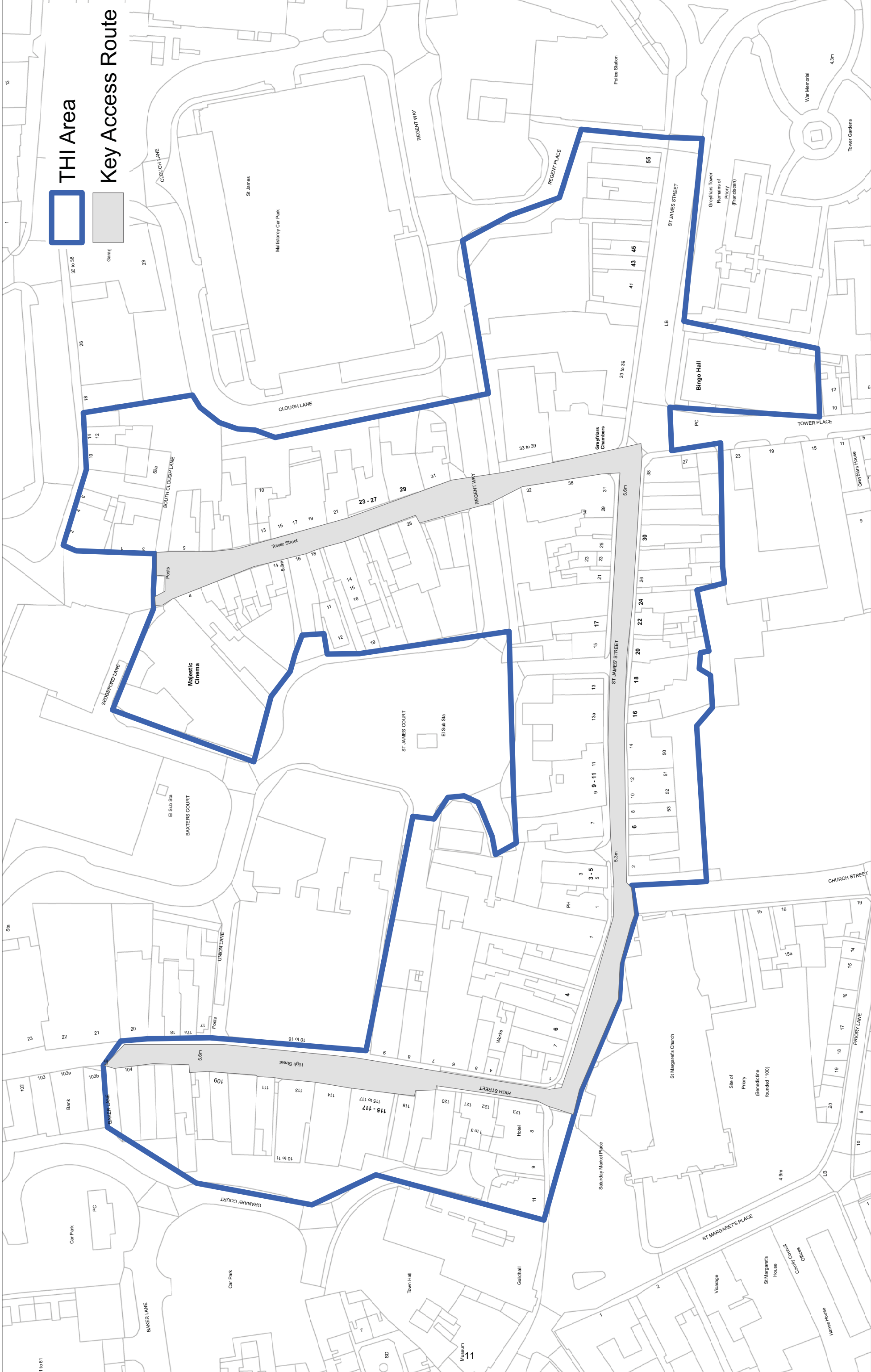
None

Background Papers

Corporate Business Plan

Urban Development Strategy

The Vision for King's Lynn 2000-2023



REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary /	Be entirely within Cabinet's powers to decide	NO	
	Operational	Need to be recommendations to Council	YES	
		Is it a Key Decision	YES	
Lead Member: Cllr Alistair Beales E-mail: <i>cllr.alistair.beales@west-norfolk.gov.uk</i>		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Dale Gagen E-mail: <i>dale.gagen@west-norfolk.gov.uk</i> Direct Dial: 01553 616505		Other Officers consulted: Management Team		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications NO	Equal Impact Assessment NO	Risk Management Implications YES

Date of meeting: 14 January 2014

2 PROPOSED ACCESS ROAD BETWEEN EDWARD BENEFER WAY (EBW) AND LYNNSPORT

Summary

This report considers the options available to develop the proposal for the proposed access road between Edward Benefer Way (EBW) and Lynnsport, giving access to the Councils housing land at Marsh Lane and Lynnsport, to a position whereby detailed costings are in place, a full business case is completed and where planning approval has been granted; which can form the basis of funding applications.

Recommendation

Cabinet recommends to Council

1. That the Capital programme is amended to include the £361,170 split between 2013/2014 (£80,000) and 2014/2015 (£281,170) to enable the scheme to be made 'shovel ready'.
2. Instruct Officers to work up scheme Option 3 and submit the scheme for planning approval.

Reason for Decision

To alleviate traffic congestion and help progress the development of the Councils Housing sites in this area of King's Lynn.

1 Background

1.1 On the 9th April 2013 Cabinet received a report which informed Members of a bid made for Pinch Point Funding, which was submitted on the 21st February 2013. The report explains the actions taken by officers in assisting the Norfolk County Council to submit a project to build a new road between Edward Benefer way and Lynnsport, opening up access to the Councils housing land at Marsh Lane and Lynnsport. This bid was unsuccessful.

1.2 The Council is currently out to tender to find a Developer Partner to develop its housing sites at both Marsh Lane and Lynnsport. To develop these two sites the link road will need to be provided. However early work on the Council's Community Infrastructure Levy (CIL) has indicated that if this cost is to be borne by the development, then the scheme will not be viable and it is unlikely that the Council will be able to procure a Developer Partner. On this basis officers have consulted with the Norfolk County Council and the two LEP's we are involved with, to discuss how these works might be financed.

1.3 An outline expression of interest for the access road project has been submitted to both the New Anglia and Greater Cambridge LEPs. It will be necessary to submit full proposals in 2014 when a formal call for project proposals is issued. Other potential funding schemes are also being explored.

1.4 One of the main problems with accessing funding for infrastructure projects is that there is generally a requirement that the money needs to be spent quickly and as a result projects need to be 'shovel ready'. In practice this means that the land needs to be within the ownership or control of the applicant, that the scheme is fully worked up and that Planning permission has been granted. The rest of this report considers the routes over which this road could be built how it can be financed and what steps need to be taken to ensure that the project is 'shovel ready'.

2 Routes Considered

2.1 Three different routes have been considered as follows :-

Option 1 From EBW junction with the North Lynn Industrial Estate, through the existing industrial estate onto Reid Way, then onto Front Way before entering the Lynnsport Site.

Option 2 From EBW junction with the North Lynn Industrial Estate and then onto the route of the existing Cycle Path (Cycle Path re-provided between the Industrial site and the drain), then onto Reid and Front Way before entering the Lynnsport Site.

Option 3 From EBW junction with the North Lynn Industrial Estate and then between the Industrial site and the drain running parallel to

the Cycle Path, then onto Reid and Front Way before entering the Lynnsport Site.

2.2 The following table considers the main advantages, disadvantages and estimated costs associated with the routes.

	Option 1	Option 2	Option 3
Advantages	<ul style="list-style-type: none"> 1. Cycle Path does not need to be moved. 2. Environmental impact on birds and hedges reduced. 3. No Environmental impact on newts, Water Voles etc. 	<ul style="list-style-type: none"> 1. Part of the Cycle path is re-provided between drainage ditch and Industrial Estate. 2. Re-provided Cycle Path will be cycles only 3. Creates the best access for the Housing developments. 4 Creates the best access for Lynnsport 5. No Environmental impact on newts, Water Voles etc 	<ul style="list-style-type: none"> 1. Creates the second best access for the Housing developments. 2 Creates the best access for Lynnsport. 3. Cycle Path does not need to be moved. 4. Environmental impact on birds and hedges reduced.
Disadvantages	<ul style="list-style-type: none"> 1. Mixes heavy good vehicle which are parked or reversing with small vehicles. 2. Impacts on houses fronting Reid Way. 3.Impacts on houses backing onto Front Way. 4. Creates two additional crossing points over Cycle Path. 	<ul style="list-style-type: none"> 1. Impacts on houses fronting Reid Way. 2.Impacts on houses backing onto Front Way. 3. Creates two crossing point over the cycle path. 4. Part of the Cycle path is re-provided between drainage ditch and Industrial Estate. 5. May have an Environmental impact on birds and hedges. 	<ul style="list-style-type: none"> 1. Impacts on houses fronting Reid Way. 2.Impacts on houses backing onto Front Way. 3. Creates two crossing point over the cycle path. 4. Requires Drainage ditch to be culverting. 5. Environmental impact on newts, Water Voles etc may be increased by culverting ditch.

Estimated Cost	£	£	£
Pre Planning Work	137,090	137,090	137,090
Detailed Design	151,860	151,860	151,860
ECI & Fees	72,220	72,220	72,220
Sub Total	361,170	361,170	361,170
Works	2,060,000	2,660,000	2,660,000
Culvert Drain	0	0	850,000
Utility Diversions	480,000	480,000	480,000
Total	2,901,170	3,501,170	4,351,170

2.3 Option 1 although the cheapest option, this not supported by the NCC as this scheme would potentially mix heavy goods vehicles which are parked or reversing with large numbers of residential vehicles such as cars. This is not considered to be a safe mix of traffic. It would also give the least attractive approach to both the housing sites (potentially reducing the value of the sites) and Lynnsport, whilst not reducing the impact on the number of crossings required for the cycle Path. This is the least preferred option.

2.4. The alignment of both options 2 and 3 are considered to give the best approach to Lynnsport, however option 2 makes for an easier junction into Marsh Lane and would allow for cyclists and pedestrians to be separated for all of the route. Option 3 however has the ability to reduce the Environmental impact of the scheme but at an extra cost of £850,000.

3. Why the Scheme is needed

3.1 This scheme not only opens up two 2 key housing development sites that will make a significant contribution to housing delivery in the Borough and the growth potential of King's Lynn but also helps : -

- (1) Improve Air Quality Areas (AQM's)
- (2) Improve Access to LynnSport
- (3) Improve access to existing Marsh Lane development
- (4) Improve access to existing North Lynn development
- (5) Facilitate Major Housing Proposal
- (6) Helps to generate a capital Receipt

3.2 Once the new road is built, existing households from both the Marsh Lane area and North Lynn will be able to exit onto Edward Benefer Way. This should assist in addressing recognised air quality issues, with associated health benefits in mitigating them, at the Gaywood Clock and King's Lynn Town Centre (Railway Road/Austin Street/Blackfriars Road/London Road) statutorily designated Air Quality Management Areas (AQMA's).

3.3 This proposal gives the best access way available for the Lynnsport Site. It has been developed whilst taking into account the vision for the site as a regional sporting centre, which is the focus for all sports and sporting events across the area. The scheme attempts to make the best use of the under-used land on the site to create a high quality environment replacing those

facilities that are displaced by the proposed housing developments, without exacerbating existing transport problems elsewhere. These Improved access arrangements should also provide health benefits as more people are likely to use the facilities

3.4 As mentioned in paragraph 2.1 above, early work on the Council's Community Infrastructure Levy (CIL) has indicated that if the cost of this proposal was borne by Major Housing Scheme, then the Major Housing scheme would not be viable and all the benefits mentioned above would not be realised. This proposal therefore enables the Major Housing scheme to proceed, which in turn should result in a significant capital receipt being generated. Boosting the West Norfolk economy and contributing to national housing and economic growth targets.

4 Cabinet is requested to indicate which scheme should be worked up and submitted for Planning.

4.1 In order to make early progress with the design work and to avoid the risk of incurring abortive costs, Cabinet is asked to make an early decision on which of the routes outlined in 2.2 the Council intends to implement.

4.2 The Local Enterprise Partnerships (New Anglia, Greater Cambridge/Peterborough) are currently preparing their Strategic Economic Plans for the period 2015 onwards. Funding has been allocated to the LEPs for 2015/16 only at this stage. A critical success factor for future allocations will be the ability to spend/deliver projects on the ground. Consequently, the LEPs will only fund projects where there are no impediments to early delivery. Consequently, as the Borough Council will be seeking funding from one or both of the LEPs for the access road, it is vital that the scheme is fully costed, design work completed and planning approval is in place.

5 Policy Implications

There are no policy implications.

6 Financial Implications

6.1 The cost of the proposals range from £2,901,170 to £4,351,170 for which there is no budget provision. The Council is asking the LEP's to consider granting £3 million towards these proposals, if successful this would mean that the Council would still need to find between £501,170 to £1,351,170 to fund the scheme.

6.2 Over a period of time the Council has accumulated a reserve fund that originated from the receipt of second homes income from the County Council. The fund is used for schemes that are deemed to be additional to borough services. The roadworks would meet the criteria for the use of funds.

6.3 It is proposed to fund Option 2 - £501,170 from this reserve.

6.4 If Option 3 is the preferred scheme, and a further £850,000 is required then it will be necessary to either fund from existing reserves or from borrowing.

6.5 If the sum is taken from existing reserves this will have a significant impact on the ability to deliver other schemes. If the sum is taken as a loan then the revenue impact would be an increase in the financing requirement of £55,330 pa for a 25 year period. It is not necessary to determine the finances of the scheme at this stage. The funding of the £361,170 can be taken from the existing second homes reserve.

7 Personnel Implications

There are no Personnel implications.

8 Statutory Considerations

There are no statutory considerations.

9 Equality Impact Assessment (EIA)

(Pre screening report template previously submitted)

None

10 Risk Management Implications

10.1 Figures are initial estimates and as such could increase or reduce significantly until ground investigations have been carried out and the detailed design is agreed.

10.2 There is no guarantee that the scheme will attract funding from the LEP's.

11 Declarations of Interest / Dispensations Granted

None

12 Background Papers

Previous published reports on Pinchpoint application referred to in the report.

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary /	Be entirely within Cabinet's powers to decide	YES	
	Operational	Need to be recommendations to Council	NO	
		Is it a Key Decision	NO	
Lead Member: Cllr Vivienne Spikings E-mail: <i>cllr.vivienne.spikings@west-norfolk.gov.uk</i>		Other Cabinet Members consulted: Cllr Brian Long; Cllr Alistair Beales		
		Other Members consulted:		
Lead Officer: Peter Jermany E-mail: <i>peter.jermany@west-norfolk.gov.uk</i> Direct Dial: 01553 616239/616479		Other Officers consulted: Geoff Hall; Stuart Ashworth; Alan Gomm; Jemma Curtis, Debbie Gates		
Financial Implications NO	Policy/Personnel Implications YES	Statutory Implications NO	Equal Impact Assessment NO	Risk Management Implications NO

Date of meeting: 14 January 2014

3 COASTAL CONCORDAT FOR ENGLAND

Summary

The Coastal Concordat is an agreement between the Department for Environment, Food and Rural Affairs, the Department for Transport, Department for Communities and Local Government, the Marine Management Organisation, the Environment Agency, Natural England, the Local Government Association's Coastal Special Interest Group, representing authorities in estuarine and coastal areas, and National Parks England. The coastal concordat sets out key principles for coordinating the consenting process for coastal development in England. It does not amend or remove the regulatory or enforcement responsibilities of any signatory parties. Coastal local planning authorities are being encouraged to adopt the principles set out in the concordat.

Recommendation

The Cabinet is recommended to adopt the principles set out in the Coastal Concordat for England.

Reason for Decision

To simplify coastal planning processes for applicants, regulators and advisors to enable sustainable growth in the coastal zone.

1 Background

1.1 Steve Quartermain, the Chief Planner at the Department for Communities and Local Government (DCLG) has written to chief planning officers highlighting a new Government-endorsed and regulator-backed agreement designed to streamline the regime for consenting coastal development. This initiative is known as the Coastal Concordat. It was developed by the Department for Environment, Food and Rural Affairs (Defra) following a Department for Business review of coastal project enforcement and investment.

1.2 The Concordat has been embraced by Defra, DCLG, the Department for Transport (DfT), the Marine Management Organisation (MMO), the Environment Agency, Natural England, the Local Government Association's Coastal Special Interest Group (LGA Coastal SIG) and National Parks England.

1.3 Applicants seeking regulatory approval will be provided with a **single point of entry** into the regulatory system. Regulators will agree a **single lead authority** for coordinating the requirements of the Environmental Impact Assessment Directive or Habitats Regulations Assessments. Where opportunities for **dispensing or deferring responsibilities** are legally possible and appropriate, the concordat says they should be taken. However, it does not amend or remove the regulatory or enforcement responsibilities of any signatory parties.

1.4 Competent authorities and statutory advisors will agree up front the likely environmental and habitats assessment **evidence requirements** for a project. Regulators and statutory advisors will provide **coordinated advice** to applicants.

1.5 The concordat approach will apply to any applications for individual projects provided they span the intertidal area in estuaries and on the coast and require multiple consents including both a marine licence and a planning permission from the local planning authority.

1.6 It will not apply to projects that are solely terrestrial or already have co-ordination mechanisms in place (e.g. Nationally Significant Infrastructure Projects).

1.7 The concordat was launched on 11 November and by the 18 November eight 'vanguard councils' from the SIG's membership had already expressed an interest in being 'early adopters' of the concordat. These include the SIG Chairman's Suffolk Coastal Council and the adjoining Waveney District Council.

1.8 A copy of the concordat and Steve Quartermain's letter are attached as appendices. An implementation document has also been published by Defra as a working draft for use by staff in signatory bodies with an operational role in concordat projects and appropriate staff in local planning authorities that have chosen to adopt the concordat principles. This document is also intended to guide applicants and other regulators/advisors.

2 Options Considered

2.1 The LGA Coastal SIG endorses the concordat and is recommending the principles to local authorities, while recognising that this is not a mandatory requirement. The Borough Council therefore has the option of whether or not to adopt the concordat.

2.2 The Borough Council is a member of the LGA Coastal SIG, represented by Councillor Long and Councillor Andy Smith, from Suffolk Coastal District Council, has signed the concordat as Chairman of the SIG.

2.3 The Borough Council has experienced the complexities of the consenting regime operating in coastal locations in relation to the South Quay pontoons. The officers involved in this process feel that, from their experience with the pontoon consenting process, the concordat would be a good step forward. In this case applications were made to 3 separate bodies for consent, who were in turn consulting with each other, so a streamlined process would be much more straight forward for the applicant.

2.4 The concordat approach offers benefits to applicants, regulators and advisors by reducing unnecessary regulatory duplication, providing better sign-posting, streamlining assessments and increasing transparency and consistency of advice.

3 Policy Implications

3.1 The principles of the concordat would be adopted as part of the Borough Council's approach to coastal development proposals.

4 Financial Implications

4.1 There are no direct financial implications for the Borough Council. However the concordat states that "implementation should generate long term efficiency savings for regulators, advisors and applicants. In order to realise these savings local planning authorities, the Marine Management Organisation, Natural England and the Environment Agency may need to invest in training and raising awareness, for example in order to be able to provide the single point of entry. But overall they will benefit from making the regulatory process more coordinated and efficient for all parties within their current processes.

4.2 The costs to the applicant are expected to decrease through better working; there should be less time needed for individual discussions with all the bodies concerned. Where an applicant parallel tracks applications, evidence may only need to be produced once, rather than many times."

4.3 The concordat will not have any implications for the charging regimes of any of the signatories, who will each charge for any services within their own legal remits.

5 Personnel Implications

5.1 There may be a need for training of relevant staff as referred to under the financial implications above – this could be encompassed within normal Continuing Professional Development (CPD) processes.

6 Statutory Considerations

6.1 Adoption of the concordat is not mandatory and does not override other statutory requirements.

7 Equality Impact Assessment (EIA)

Not applicable.

8 Risk Management Implications

None.

9 Declarations of Interest / Dispensations Granted

None

10 Background Papers

Appendix enclosed with the agenda



Department for
Communities and
Local Government

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Chief Planning Officers in England

11 November 2013

Dear Chief Planning Officer,

Coastal Concordat for England

I am writing to let you know that today the Coastal Concordat for England has been launched.

The coastal concordat is an agreement between Department for Environment, Food and Rural Affairs, the Department for Transport, Department for Communities and Local Government, the Marine Management Organisation, the Environment Agency, Natural England, the Local Government Association's Coastal Special Interest Group, representing authorities in estuarine and coastal areas, and National Parks England.

The coastal concordat sets out key principles for coordinating the consenting process for coastal development in England. These principles have been developed by representatives of all those organisations who are directly involved. The concordat approach offers benefits to applicants, regulators and advisors by reducing unnecessary regulatory duplication, providing better sign-posting, streamlining assessments and increasing transparency and consistency of advice. Once adopted, the concordat approach can apply to any applications for coastal development as defined in the agreement. It will not apply where coordination mechanisms are already in place e.g. for Nationally Significant Infrastructure Projects.

I would strongly encourage you to adopt the principles set out in the Coastal Concordat, working in collaboration with other relevant public bodies. A copy of the published Coastal Concordat is attached at <https://www.gov.uk/government/publications/a-coastal-concordat-for-england>.

If you have any queries, please contact Amanda Furlonger on 020 7238 6830 or by email on MarineProgrammeSupportOffice@defra.gsi.gov.uk.

STEVE QUARTERMAIN
Chief Planner

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards St Margaret's with St Nicholas	Operational	Be entirely within Cabinet's powers to decide	NO	
		Need to be recommendations to Council	YES	
		Is it a Key Decision	NO	
Lead Member: Cllr Lawrence E-mail: cllr.adrian.lawrence@west-norfolk.gov.uk		Other Cabinet Members consulted:		
Lead Officer: Geoff Hall E-mail: geoff.hall@west-norfolk.gov.uk Direct Dial:01553 616218		Other Members consulted: Licensing & Appeals Board		
Other Officers consulted:				
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications YES	Equal Impact Assessment NO	Risk Management Implications NO

Date: 14th January 2014

4 HACKNEY CARRIAGE STANDS, KING'S LYNN

<p>Summary</p> <p>Following the refurbishment of the Tuesday Market Place a new hackney carriage stand has been created which needs to be adopted. At the same time, a review of the hackney stands on Norfolk Street and Blackfriars Street has been completed resulting in changes which also need to be adopted by the Borough Council.</p> <p>Recommendation</p> <p>That Cabinet approve adopting the new hackney carriage stands in King's Lynn as detailed within this report.</p> <p>Reasons for Decision</p> <p>To ensure that adequate hackney carriage stands are provided for the travelling public.</p>
--

1.0 BACKGROUND

- 1.1 Norfolk County Council Highways notified the Licensing Team at the Borough Council in November 2012 that it was their intention to move the existing Hackney Carriage Stand on the Tuesday Market Place and to make amendments to the existing hackney stands on Norfolk Street and Blackfriars Street, King's Lynn.
- 1.2 Hackney stands can only be adopted with the land owner's permission, which in the case of public highways is Norfolk County Council.

2.0 CONSULTATION

- 2.1 Section 63(2) of the Local Government (Miscellaneous Provisions) Act 1976 requires that before appointing any stand for hackney carriages or varying the number of hackney carriages to be at each stand, a district council shall give notice to the chief officer of police for the police area in which the stand is situated. The Act also requires that the Borough Council gives public notice of the proposal by advertising in at least one local newspaper circulating in the district and shall take into consideration any objections or representations in respect of such proposal which may be made to them in writing within twenty-eight days of the first publication of such notice.
- 2.2 The Traffic Manager at Norfolk Constabulary, Swaffham was consulted in writing on the 29th October 2013 and has not made any comments about the proposals.
- 2.3 The public notice was published in the Lynn News on Tuesday the 29th October 2013 inviting objections to be made in writing by the 26th November 2013.
- 2.4 The following persons/bodies were also consulted in writing on the 29th October 2013:
- 2.4.1 All members of the hackney carriage trade;
 - 2.4.2 Businesses adjacent to the proposed rank on Norfolk Street;
 - 2.4.3 Businesses adjacent to the proposed rank on Blackfriars Street; and
 - 2.4.4 The Vancouver Quarter Manager.
- 2.5 No comments have been received from the persons/bodies mentioned in paragraph 2.4 above.

3.0 PROPOSALS

- 3.1 The proposals encompass the following locations.
- 3.2 Tuesday Market Place, King's Lynn. Following the redevelopment of the Tuesday Market Place the existing two-bay hackney stand has been lost to accommodate the new pedestrian zone. Two new bays have been created directly in front of Prezzo's and can be seen on the plan attached as Appendix 1. This new rank will operate 24 hours Monday to Sunday.
- 3.3 Norfolk Street, King's Lynn. It is proposed to move the existing stand on Norfolk Street rank by one space towards Railway Road to facilitate traffic turning right into Albert Street. The number of spaces will remain as 6 and operate Monday to Sunday between 6pm and 8am the following day. A Plan showing the location of the Norfolk Street rank is attached to this report at Appendix 2.
- 3.4 Blackfriars Street, King's Lynn. It is proposed to convert the existing two-bay hackney stand outside Cosmopolitan (formerly Antonio's) from a 24-hour

stand to a stand that operates between 10pm and 6am the following day. Between 6am and 10pm each day it will be 'loading' only. A Plan showing the location of the Blackfriars Street rank is attached to this report at Appendix 3.

- 3.5 Corner of Conduit Street/Paradise Parade, King's Lynn. To compensate for the loss of the 24-hour rank on Blackfriars Street a new Monday to Sunday 24-hour stand is proposed for two taxis on the corner of Conduit Street/Paradise Parade. The location of this stand can be seen on the plan attached at Appendix 3.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The costs for the hackney stand on the Tuesday Market Place are included within the overall budget for the redevelopment.
- 5.2 The costs for the hackney stands on Norfolk Street, Blackfriars Street and New Conduit Street/Paradise Parade will be met from the Civil Parking Enforcement Partnership.
- 5.3 The cost for the statutory public notice (£220.50 plus vat) and consultation will be met from hackney carriage licence fees.

6.0 PERSONNEL IMPLICATIONS

- 6.1 None

7.0 STATUTORY CONSIDERATION

- 7.1 The appointment of the stands will make it an offence under Section 64 of the Local Government (Miscellaneous Provisions) Act 1974 for any vehicle, other than a Borough Council licensed hackney carriage to park on the stand.

8.0 EQUALITY IMPACT ASSESSMENT

- 8.1 None

9.0 RISK MANAGEMENT IMPLICATIONS

- 9.1 None

10.0 DECLARATION OF INTEREST / DISPENSATIONS GRANTED

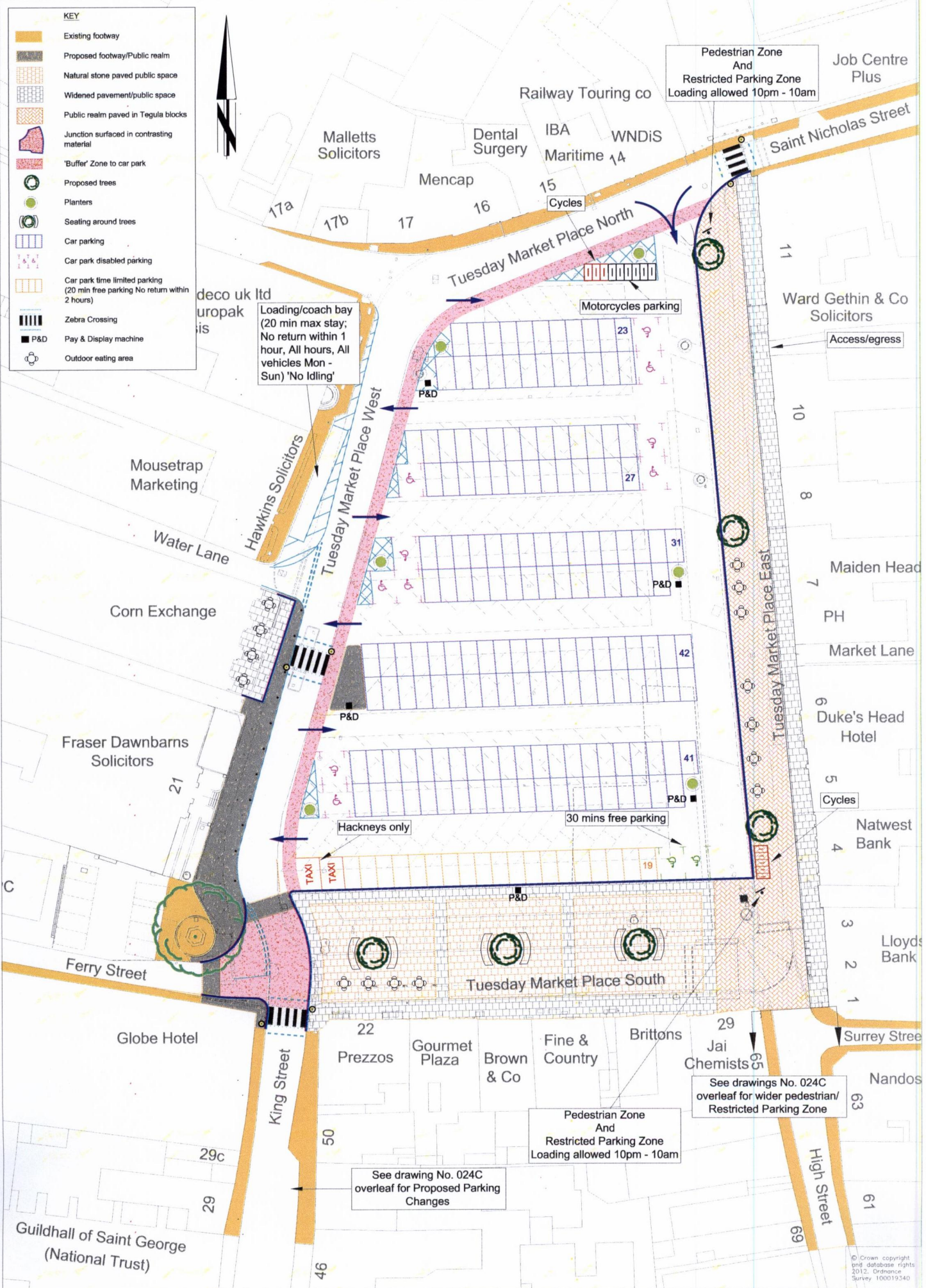
- 10.1 None

11.0 BACKGROUND PAPERS

- 11.1 None

APPENDICES

1. Map of Tuesday Market Place.
2. Map of Norfolk Street Hackney Stand.
3. Map of Blackfriars, New Conduit Street/Paradise Parade.



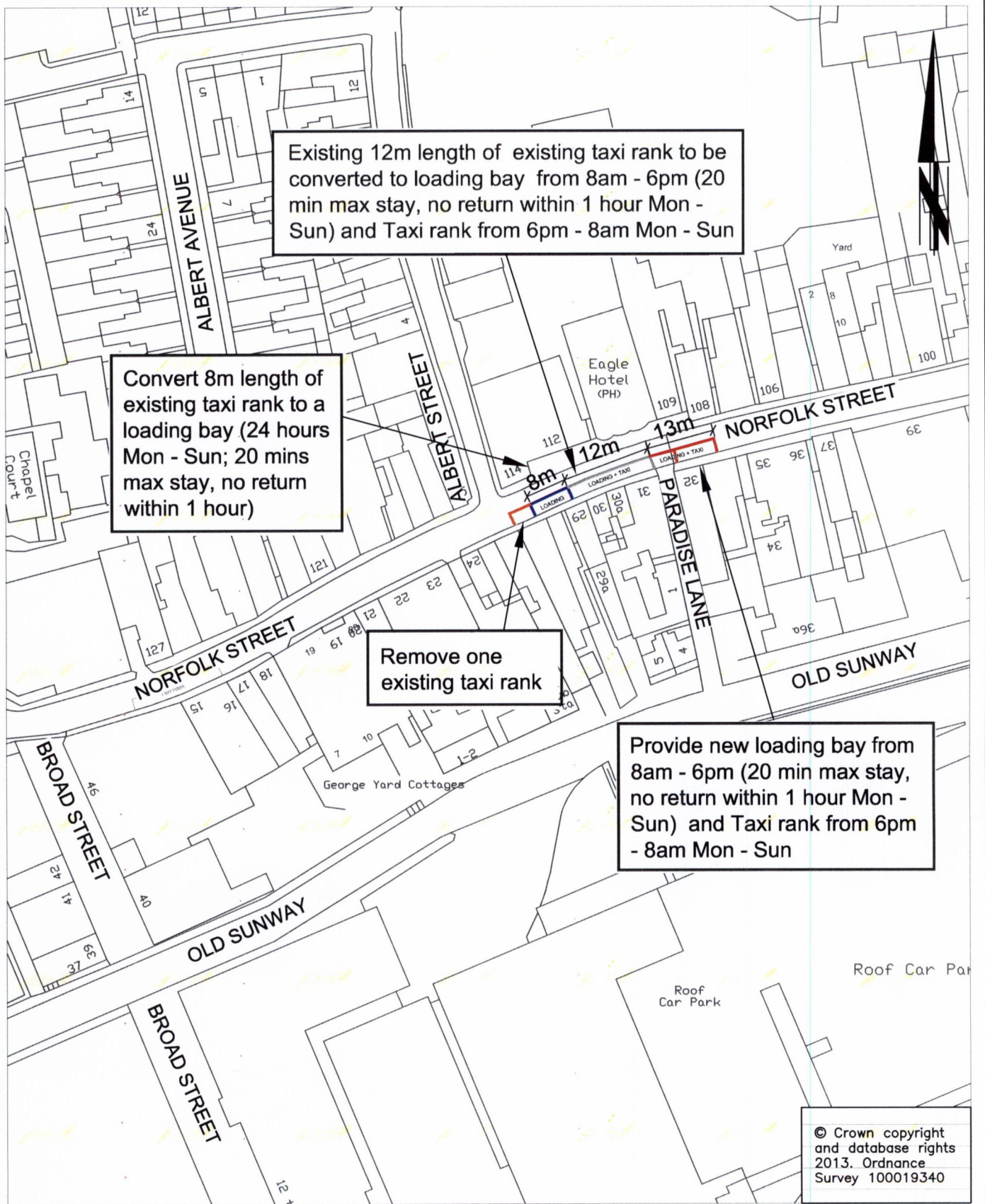
- KEY**
- Existing footway
 - Proposed footway/Public realm
 - Natural stone paved public space
 - Widened pavement/public space
 - Public realm paved in Tegula blocks
 - Junction surfaced in contrasting material
 - 'Buffer' Zone to car park
 - Proposed trees
 - Planters
 - Seating around trees
 - Car parking
 - Car park disabled parking
 - Car park time limited parking (20 min free parking No return within 2 hours)
 - Zebra Crossing
 - Pay & Display machine
 - Outdoor eating area

REV.	DESCRIPTION	CHECKED	DATE
A	Modification from consultation feedback added	DGW	23/01/13
B	Notes amended, time restriction added	DW	3/13

SURVEYED BY	INITIALS	DATE	DRAWING No.
TL	TL	2012	720246-MP-0238
DESIGNED BY <td>OSMPS</td> <td>2012</td> <td></td>	OSMPS	2012	
DRAWN BY	TL	11/12	
CHECKED BY	LWTL	11/12	
	DGW	2012	

PROJECT TITLE: King's Lynn, Tuesday Market Place Pedestrian Improvements
SCALE: NTS
FILE No.: P8046

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Existing 12m length of existing taxi rank to be converted to loading bay from 8am - 6pm (20 min max stay, no return within 1 hour Mon - Sun) and Taxi rank from 6pm - 8am Mon - Sun

Convert 8m length of existing taxi rank to a loading bay (24 hours Mon - Sun; 20 mins max stay, no return within 1 hour)

Remove one existing taxi rank

Provide new loading bay from 8am - 6pm (20 min max stay, no return within 1 hour Mon - Sun) and Taxi rank from 6pm - 8am Mon - Sun

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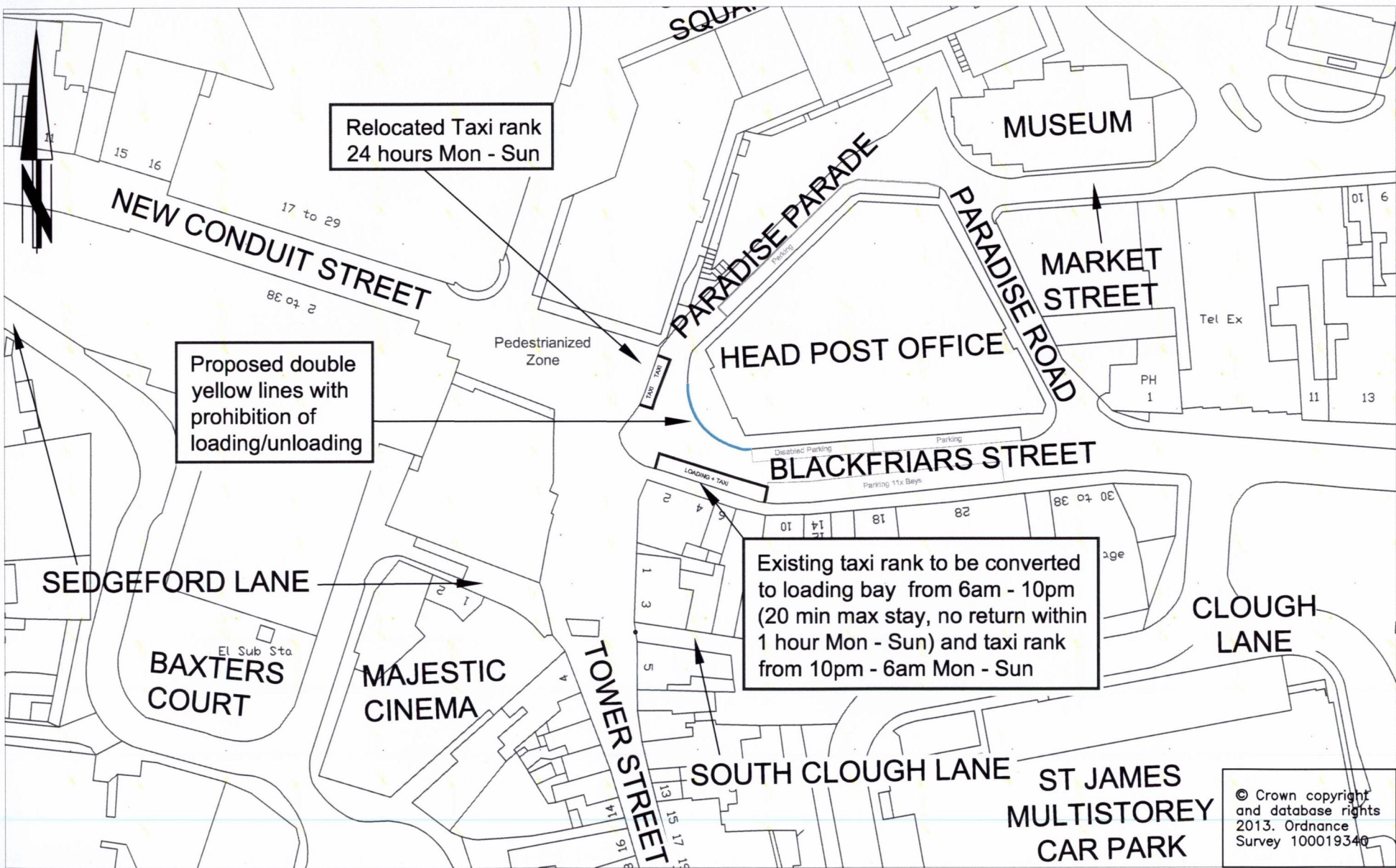
Norfolk County Council
working with
MAY GURNEY **Mott MacDonald**

DRAWING TITLE
King's Lynn
Tuesday Market Place Pedestrian Improvements
Post-consultation plan - Norfolk Street

Mike Jackson
Director of Environment, Transport and Development
Norfolk County Council
County Hall
Martineau Lane
Norwich NR1 2SG

REV.	DESCRIPTION	CHECKED	DATE
A	Time Restriction Amended	DW	2/13
B	Time Restriction Amended	DW	3/13
			27

INIT.	DATE	DRAWING No.
OS	2013	PK6046-MP-028B
TL	1/13	PROJECT TITLE
TL	1/13	King's Lynn, Tuesday Market Place Pedestrian Improvements
DW	1/13	SCALE
		1: 1000
		FILE No.
		PK6046



Relocated Taxi rank
24 hours Mon - Sun

Proposed double
yellow lines with
prohibition of
loading/unloading

Existing taxi rank to be converted
to loading bay from 6am - 10pm
(20 min max stay, no return within
1 hour Mon - Sun) and taxi rank
from 10pm - 6am Mon - Sun

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Survey 100019340

Norfolk County Council
working with
MAYGURNEY **Mott MacDonald**

Mike Jackson
Director of Environment, Transport
and Development
Norfolk County Council
County Hall
Martineau Lane
Norwich NR1 2SG

DRAWING TITLE
King's Lynn
Tuesday Market Place Pedestrian Improvements
Post-consultation plan - Blackfriars Street

REV.	DESCRIPTION	CHECKED	DATE
A	Time Restriction Amended	DW	2/13
B	Time Restriction Amended	DW	3/13

SURVEYED BY	INIT.	DATE	DRAWING No.
OS	OS	2013	PK6046-MP-027A
DESIGNED BY	INIT.	DATE	PROJECT TITLE
TL	TL	1/13	King's Lynn, Tuesday Market Place Pedestrian Improvements
DRAWN BY	INIT.	DATE	SCALE
TL	TL	1/13	1: 1000
CHECKED BY	INIT.	DATE	FILE No.
DW	DW	1/13	PK6046

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards None	Mandatory	(a) Be entirely within Cabinet's powers to decide YES		
		(b) Need to be recommendations to Council NO		
		(c) Be partly for recommendations to Council NO and partly within Cabinets powers –		
Lead Member: Councillor Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Lorraine Gore E-mail: Lorraine.gore@west-norfolk.gov.uk Direct Dial: 01553 616432		Other Officers consulted: Management Team		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications (incl S.17) NO	Equal Opportunities Implications NO	Risk Management Implications YES

Date of meeting: 14 January 2014

5 BUDGET 2013/2014 - MONITORING

Summary

This report updates the 2013/2014 revenue estimates and the projections for 2014 to 2016. These figures will form the base on which the new Financial Plan 2013/2017 will be formulated for council tax setting purposes in February 2014.

Recommendations

It is recommended that Cabinet approve:

- 1) The changes, transfers to/from reserves and revised revenue estimates for 2013/2014 as detailed in section 1 of the report.

Reason for Decision

Formal approval is required by Cabinet for the amendments to the 2013/2014 revenue estimates. The amendments have been reported to members as part of the monthly monitoring reports for April to October 2013 and are summarised in section 1 below.

1. The Revenue Estimates 2013/2014

1.1 The original budget 2013/2014 was approved by Council on the 21 February 2013. Throughout the year the Chief Financial Officer has monitored the budget and, where necessary, Executive Directors have sought approval for additional budget provision. The purpose of this report is to formally establish base estimates and projections on which a revised Financial Plan for 2013/2017 can be built. This will leave the report to Cabinet and Council in February 2014 to focus on future years.

1.2 The variances between the approved original budget and revised budget have been detailed in the monthly Monitoring Reports for April to October 2013, which have been distributed to members. The adjustments are summarised below:

	Original Budget 2013/2014	October Budgetary Control Monitoring 2013/2014	Movement between Portfolios	Variance adverse/ (favourable) Paragraph 1.3 below refers
	£	£	£	£
Community & Democracy	4,315,890	1,270,730	(3,133,110)	87,950
Environmental Improvement & Protection	4,283,710	4,207,700	(65,760)	(10,250)
Housing General Fund	1,427,290	1,453,700	27,290	(880)
Performance & Resources	7,868,650	8,262,110	418,100	(24,640)
Regeneration	249,480	292,330	3,900	38,950
Safer & Healthy Communities	105,550	70,300	(40,010)	4,760
Shared Services	997,080	957,870	(13,090)	(26,120)
Leisure Services	0	2,842,600	2,917,460	(74,860)
Portfolio Totals	19,247,650	19,357,340	114,780	(5,090)
Financing Adjustment	(3,058,820)	(3,173,600)	(114,780)	0
Special Expenses	(478,660)	(478,660)	0	0
Internal Drainage Boards	2,610,640	2,597,380	0	(13,260)
New Homes Bonus	(1,636,460)	(1,636,460)	0	0
Contribution to Business Rates Retention Reserve	360,000	360,000	0	0
Borough Spend	17,044,350	17,026,000	0	(18,350)
Contribution to Balances	369,360	387,710	0	18,350
Borough Requirement	17,413,710	17,413,710	0	0

1.3 Over the period April to October 2013 service managers have continued to take every opportunity to reduce costs and increase income in line with the now embedded culture of active management of service costs. A summary of the savings, including one or two additional spending requirements, is shown below. The net saving in 2013/2014 is estimated to be £18,350 and £98,020 will flow through into 2014/2015 (paragraph 2.4 below provides further details).

Detail	Monitoring Report	£
Hunstanton Promenade and Seawall - remedial works	May	89,000
Leisure Services - additional income	August and October	(75,000)
Turnover savings - amount achieved in excess of £75,000 target	September	(21,270)
Reduction in rental income from Council owned King's Lynn town centre shops	September	40,000
Internal Drainage Board Levies	September	(13,260)
Utility Costs - overall reduction	October	(9,410)
Insurance Recharge - reduction	October	(9,040)
Licence fees - reduction for sex establishments	October	6,750
Computer software maintenance costs – revenue services	October	(26,120)
Total Reduction in Borough Spend		(18,350)
Impact on Funding		
Increase in contribution to the General Fund Balance		18,350
Total		18,350

1.4 The contribution to balances is detailed in the table below:

	Original Budget 2013/2014	Revised Budget October Monitoring 2013/2014	Increased Contribution
	£	£	£
Contribution to Balances	369,360	387,710	18,350

The net changes to the budget as at 31 October 2013 result in a contribution to balances of £387,710 in 2013/2014 compared to £369,360 originally included in the budget 2013/2014 as approved at Council on 21 February 2013, an increase of £18,350. As a result the estimated general fund balance at 31 March 2014 is £4,260,285

compared to the original estimate as included in the Financial Plan 2012/2016, and updated at outturn 2012/2013, of £4,241,935. The general fund balance is detailed in 4.1 below.

- 1.5 In addition to the movements detailed in 1.3 above the following variances, summarised in the table below, have been reported and all additional costs have been offset by increased income, reduced expenditure and transfers to/from reserves within service areas:

Detail	Monitoring Report	2013/2014 £
The following amounts were originally transferred to reserves as reported in February 2013 and expenditure has been incurred in 2013/2014. Amounts transferred from reserves.		
Downham Market Sports Centre - refurbishment of changing rooms and toilets	July	10,000
St James swimming pool - maintenance of air conditioning units	July	7,000
Oasis - equipment	July	7,000
Green Quay - replacement boilers	July	9,000
Lynnsport - maintenance downpipes/gutters	July	10,000
Resort Services - decoration/painting	July	8,000
Pension strain costs following Management Team reduction (Cabinet 4 December 2012) - transfer from restructuring reserve	July	93,560
Additional second homes Council Tax income received as a result of council tax technical changes - transferred to corporate projects reserve	July	192,790
King's Lynn Business Improvement District (BID) - project budget funded from reserves	July	25,000
Regeneration projects - grant withdrawn from reserves to fund expenditure in 2013/2014	July and September	30,305
St James swimming pool - additional income transferred to capital reserves to part fund cost of replacement boiler	August	20,000
Total		412,655

- 1.6 Any further movements which may be identified as part of the ongoing monitoring process will be reported in the monthly monitoring reports and Cabinet updated as part of the Budget Report in February 2014.

2. Projections 2014 to 2016

- 2.1 The projections 2014 to 2016 were also approved by Council on the 21 February 2013. The projections have been updated as part of the monthly monitoring process for those areas identified in 2013/2014 which have an ongoing impact in future years. The movements are summarised in the tables below.

2.2 Projection 2014/2015

	Original Projection 2014/2015 £	Revised Projection October Monitoring £	Movement between portfolios	Variance Adverse/ (Favourable) £
Community & Democracy	4,487,120	1,213,080	(3,272,880)	(1,160)
Environmental Improvement & Protection	4,363,030	4,286,800	(64,970)	(11,260)
Housing General Fund	1,465,090	1,485,200	21,110	(1,000)
Performance & Resources	7,946,420	8,380,830	437,080	(2,670)
Regeneration	352,780	385,200	3,250	29,170
Safer & Healthy Communities	218,540	182,530	(40,640)	4,630
Shared Services	859,540	818,000	(15,800)	(25,740)
Leisure Services	0	2,957,640	3,047,630	(89,990)
Portfolio Totals	19,692,520	19,709,280	114,780	(98,020)
Financing Adjustment	(3,031,920)	(3,146,700)	(114,780)	0
Special Expenses	(499,100)	(499,100)	0	0
Internal Drainage Boards	2,625,230	2,625,230	0	0
New Homes Bonus	(2,102,800)	(2,102,800)	0	0
Borough Spend	16,683,930	16,585,910	0	(98,020)

In 2014/2015 the net changes to the projection arising from the ongoing implications from changes to the budget in 2013/2014, requires a draw from balances of £823,210 compared to the original estimate of £921,230, a reduction of £98,020.

2.3 Projection 2015/2016

	Original Projection 2015/2016 £	Revised Projection October Monitoring £	Movement between portfolios	Variance Adverse/ (Favourable) £
Community & Democracy	4,705,500	1,313,980	(3,390,160)	(1,360)
Environmental Improvement & Protection	4,469,530	4,390,540	(66,430)	(12,560)
Housing General Fund	1,515,490	1,536,260	21,940	(1,170)
Performance & Resources	8,224,280	8,661,120	438,980	(2,140)
Regeneration	408,360	440,640	3,070	29,210
Safer & Healthy Communities	255,450	219,280	(40,670)	4,500
Shared Services	931,100	889,120	(16,000)	(25,980)
Leisure Services	0	3,077,920	3,164,050	(86,130)
Portfolio Totals	20,509,710	20,528,860	114,780	(95,630)
Financing Adjustment	(3,026,650)	(3,141,430)	(114,780)	0
Special Expenses	(512,860)	(512,860)	0	0
Internal Drainage Boards	2,638,160	2,638,160	0	0
New Homes Bonus	(2,609,800)	(2,609,800)	0	0
Borough Spend	16,998,560	16,902,930	0	(95,630)

In 2015/2016 the net changes to the projection arising from the ongoing implications from changes to the budget 2013/2014, require a draw from balances of £1,588,510 compared to the original estimate of £1,684,140, a reduction of £95,630.

- 2.4 The main reasons for the changes within the projections have been reported in the monitoring reports for April to October 2013 and are summarised below:

Detail	Monitoring Report	Projection 2013/2014 £	Projection 2014/2015 £
Leisure Services - additional income	August and October	(95,000)	(95,000)
Reduction in rental income from Council owned King's Lynn town centre shops	September	30,000	30,000
Utility Costs - overall reduction	October	(6,530)	(4,120)
Insurance Recharge - reduction	October	(7,500)	(7,280)
Licence fees - reduction for sex establishments	October	6,750	6,750
Computer software maintenance costs - shared services	October	(25,740)	(25,980)
Total		(98,020)	(95,630)
Funded by			
Reduction in contribution from the General Fund Balance		98,020	95,630
Total		98,020	95,630

- 2.5 The revised projections will be further reviewed as part of the current estimates process and form the base on which the new Financial Plan 2013/2017 will be calculated for council tax setting purposes in February 2014.

3. Cost Reduction Programme

- 3.1 The Financial Plan 2012/2016 approved by Council on 21 February 2013 presented a balanced budget through to March 2016 based on the savings made over the past years coupled with careful use of the general fund balance.
- 3.2 Recent Government announcements on future funding have a significant impact on the longer term plans of the Council. The next phase of the cost reduction programme was approved at Cabinet on 5 November 2013. Past experience shows that it is important to gain

savings as soon as possible and the Council will maintain momentum in its current drive to reduce costs. The Council is obliged to set a balanced budget each year as part of the setting of the Council Tax. The Cost Reduction Programme will ensure that the Council is meeting this requirement.

4. General Fund Balance and Reserves

- 4.1 The impact on the general fund balance of the changes to the budget and projections as detailed in this report are detailed below. It is not usual practice for the Council to hold the general fund working balance at a high level but over the recent period the current levels have allowed the Council a degree of protection in the current volatile environment. The higher working balance together with the outcomes of the cost reduction programme has allowed the Council to cope with significant changes.

	2013/2014	2014/2015	2015/2016
	£	£	£
Balance b/f	3,872,575	4,260,285	3,437,075
Contribution to/(Draw from) Balances - updated for monitoring to October 2013	387,710	(823,210)	(1,588,510)
Balance c/f	4,260,285	3,437,075	1,848,565
Minimum requirement set at Council 21 February 2013			
5% of Budget Requirement	870,690	788,140	765,720
Bellwin	34,118	34,118	34,118
Balance Required	904,808	822,258	799,838

- 4.2 These figures are a projection of the existing Financial Plan and do not take into account the ongoing cost reduction initiatives. The table will be revised as part of the refreshed Financial Plan 2013/2017 which will be presented to Cabinet and Council in February 2014.

5. Policy Implications

None

6. Statutory Considerations

None

7. Consultations

Management Team

8. Access to Information

Cabinet Reports

The Financial Plan 2012/2016

Monthly Monitoring Reports 2013/2014